

## **JOB DESCRIPTION FOR PLAY AND LEARNING STRATEGIES (PALS) GRADUATION EVENT VOLUNTEER**

**Summary:** A program of the Literacy Coalition of Central Texas, Play and Learning Strategies (PALS) hosts a graduation event for program participants, family, and friends at the end of each PALS semester. We are looking for volunteers to help us make these events successful!

PALS is a research-based parenting program that teaches parents specific skills to tune-in and respond to their young children's signals and learn to provide appropriate stimulation, supporting their children's social-emotional, cognitive, and language development. PALS strengthens the parent-child bond while promoting the child's school readiness. Designed for parents with 18 month-4 year olds, the program is based around guided practice that parents do with their children in the classroom, supported by nurturing guidance of trained PALS coaches.

As a volunteer, you will help with set-up, clean-up, greeting and directing guests, and assisting with food tables.

With your assistance, we can give each PALS graduate the celebration they deserve!

### **Essential Duties and Responsibilities:**

- Event set-up
- Event break-down
- Greet and direct guests
- Assist with food tables
- General tasks and clean-up during the event

### **Requirements:**

- Must be dependable and punctual
- Must be 18 years and older
- Bilingual preferred, but not required
- Be courteous and personable when dealing with the public
- Be able to lift 5 Pounds or more

### **Training & Supervision:**

- Report to PALS staff for tasks and direction

### **Time Commitment:**

- 5-6 hours on day of the event
- PALS graduations happen twice a year on a Saturday in May and December

### **Benefits:**

- Contributing to the celebration of a truly innovative parenting program
- Free lunch reception

**SIGN UP TO VOLUNTEER: [willread.org/volunteer](http://willread.org/volunteer)**

Thank you for being part of our team!